



## TOWN OF HARRISBURG FIRE DEPARTMENT Fire Marshal's Office

6450 Morehead Road, Harrisburg North Carolina 28075

Phone: 704-454-5475 Fax: 704-454-5476

[www.harrisburgfiredepartment.com](http://www.harrisburgfiredepartment.com)



### Construction Plan Submittal and Review

Plans review and inspections are conducted through the Fire Marshal's Office of the Town of Harrisburg Fire Department. The Plan Reviewers office is located at the Harrisburg Fire Administration building located at 6450 Morehead Road Harrisburg NC 28075.

All submittals must include a Plans Review Application from the Town of Harrisburg Fire Department Fire Marshal's Office a copy of the application can be obtained by contacting this office at 704-455-3574 or visiting our web site at [www.harrisburgfiredepartment.com](http://www.harrisburgfiredepartment.com) Look in the Fire Prevention section under construction and plans forms.

- Submittals for New and Up-fit Construction shall be made in accordance with the NC Administrative and Building Code requirement and comply with The Town of Harrisburg Fire Prevention Ordinance, and other applicable Town Codes.
- Commercial Plans or Commercial Up Fit Plans shall include two (2) set of drawings meeting the requirements of the plans review application mentioned above.

Fire detection/protection equipment and associated systems shall be a separate plan submittal and permit fee from Site and Building Plan submittals. Permits shall be issued for each individual plan submittal with all subsequent inspections and test being conducted accordingly.

- Fire Detection/Protection Equipment submittals shall include at least two complete (2) sets of plans at the time of submittal along with supporting product information and manufactures' documents.
- A complete set of documents including comments shall be available on-site at all times during installation.

A plan approved by the Harrisburg Fire Department Fire Marshal serves as permission for installation of the fire protection system. Installation shall not begin without a permit. Final approvals are subject to field inspections. Any approval issued by the Fire Marshal's Office does not release the contractor or property owner from the responsibility of full compliance with applicable codes.

All installations shall be in accordance with the approved plans. Any deviations from the plans should be discussed with the Plan Reviewer for your project prior to making changes. Some changes will require a re-submittal to the Fire Marshal's Office for re-approval.

- No permits for such work shall be issued to an unlicensed person or firm (Chapter 3, Section 301.6 – North Carolina Administrative and Enforcement Code).